

# **TITLE 848**

## **INDIANA STATE BOARD OF NURSING**

THIS IS NOT AN OFFICIAL VERSION OF THE INDIANA ADMINISTRATIVE CODE. IT WAS PREPARED BY THE HEALTH PROFESSIONS BUREAU IN SEPTEMBER, 1998.

*NOTE: Originally adopted by the Board of Nurses' Registration and Nursing Education. Name changed by P.L.169-1985, SECTION 67 (IC 25-23-1-2), effective July 1, 1985.*

### **ARTICLE 1. REGISTERED NURSES AND PRACTICAL NURSES**

#### **848 IAC 1-1-1 Evaluation of credentials** *(Repealed)*

Sec. 1. *(Repealed by Indiana State Board of Nursing; filed Mar 18, 1980, 4:00 p.m.: 3 IR 964)*

Sec. 2. *(Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4525)*

#### **Rule 1. Definitions; Administration**

#### **848 IAC 1-1-2.1 Definitions** **Authority: IC 25-23-1-7** **Affected: IC 25-23-1-1**

Sec. 2.1. The following definitions apply throughout this article:

- (1) "Approved" or "accredited", terms used interchangeably, means those programs that have met requirements of the board. The term also includes approval granted by voluntary, regional, and other state agencies.
- (2) "Associate degree program" means a program leading to an associate degree in nursing, conducted by an educational unit in nursing, within the structure of a college or university.
- (3) "Audit" means attending a class or course without receiving credit.
- (4) "Baccalaureate degree program" means a program leading to a baccalaureate degree in nursing, conducted by an educational unit in nursing within the structure of a senior college or university.
- (5) "Board" means the Indiana state board of nursing.
- (6) "Clinical laboratory experience" means the learning experiences provided in facilities appropriate to the curriculum objectives.
- (7) "Clinical preceptor" means an individual employed by the cooperating agency who also has the responsibility to supervise a student in the clinical facility.
- (8) "Controlling organization" means the agency which assumes the responsibility for overall administration of

the program.

(9) "Cooperating agency" means an institution which cooperates with the nursing program to provide facilities for the clinical laboratory experiences of students.

(10) "Curriculum" means the whole body of courses offered in the nursing program.

(11) "Diploma program" means a program leading to a diploma in nursing, conducted by a school under the control of a hospital.

(12) "Director" means the registered nurse who is delegated responsibility for the implementation and administration of the nursing program regardless of the official title in any specific institution.

(13) "Enroll" means attending a class or course for the purpose of receiving credit.

(14) "Faculty" means individuals employed to administer and to teach in the educational program.

(15) "Failure rate" is calculated on the number of first time candidates who fail to be licensed and is computed annually from April 1<sup>st</sup> through March 31<sup>st</sup>.

(16) "May" indicates discretionary use.

(17) "Practical nursing program" means a program leading to a diploma or certificate in practical nursing, conducted by an educational institution or hospital.

(18) "Program" means the curriculum and all the supporting activities organized independently, under an educational institution or hospital, to prepare students for nursing licensure and the practice of nursing.

(19) "Rate of successful completion" means the annual number of first time candidates who successfully complete the National Council Licensure examination and is computed annually from April 1<sup>st</sup> through March 31<sup>st</sup>.

(20) "Rule" or "requirement" means a mandatory standard which a program shall meet in order to be accredited.

(21) "Shall" indicates a mandatory rule, regulation, or requirement.

(22) "Should" indicates a recommendation.

(23) "Survey visit" means an on-site visit of a nursing program, including clinical facilities by a designated representative of the board for the purpose of evaluating the program of learning.

*(Indiana State Board of Nursing; 848 IAC 1-1-2.1; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4525)*

## **Rule 2. Accreditation**

### **848 IAC 1-2-1 Opening a program**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1**

Sec. 1. (a) A controlling organization wishing to open a state accredited nursing program shall submit a letter of intent to the board six (6) to twelve (12) months prior to anticipated opening date.

(b) The controlling organization shall submit documented evidence of resources and needs necessary to start a program. This documentation shall include the following:

(1) Availability of qualified faculty.

(2) Budgeted faculty positions.

(3) Expansion plans of existing programs within a fifty (50) mile radius.

- (4) Nursing manpower studies documenting the need for the program.
- (5) Availability of adequate clinical facilities for the program.
- (6) Availability of adequate academic facilities for the program.
- (7) Evidence of financial resources adequate for the planning, implementation, and continuation of the program.

(c) The board shall meet with representatives of the controlling organization for review of documented evidence of need.

(d) The board requires that a program in nursing in a state assisted college or university be authorized by the Indiana Commission for Higher Education.

(e) The controlling organization shall submit a completed application on forms provided by the board and shall request a hearing with the board.

(f) Prior to the hearing, the proposed program site shall be visited by a representative of the board and by a survey visitor appointed by the board. The visitors shall meet with administrative personnel of the controlling institution and shall examine the academic and clinical facilities in terms of appropriateness for the implementation of the proposed program in nursing.

(g) After the hearing with the controlling organization, the board shall approve or disapprove the application upon evidence:

- (1) submitted in the application;
- (2) presented at the hearing; and
- (3) collected on the survey visit.

(h) If the program is approved, the board shall stipulate the following:

- (1) The maximum class size for the first year.
- (2) The maximum number of classes to be admitted during the first year.
- (3) Approved clinical facilities for the first year.
- (4) The number and qualifications of nursing faculty.

A second site visit shall be made by a representative of the board and by a survey visitor appointed by the board at the end of the first year of the operation of the new program and again prior to granting full accreditation. (*Indiana State Board of Nursing; 848 IAC 1-2-1; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4526*)

### **848 IAC 1-2-2 Closing a program**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 2. (a) Within thirty (30) days of a decision to close a state accredited nursing program, the controlling organization shall send a written notice to the board.

(b) The minimum legal standards for accreditation shall be maintained until the last student completes or leaves the program.

(c) The controlling organization shall be responsible for assisting students to transfer to accredited programs.

(d) The controlling organization shall provide for the safekeeping and accessibility of the program records of former students and graduates of the program. Plans for future custody of the records shall be documented in writing to the board. (*Indiana State Board of Nursing; 848 IAC 1-2-2; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527*)

#### **848 IAC 1-2-3 Purpose for accreditation**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 3. The purpose for accreditation shall be as follows:

(1) To ensure the safe practice of nursing by setting legal standards for the programs preparing the practitioner.

(2) To certify minimal educational standards and practices for the preparation of:

(A) registered nurses; and

(B) licensed practical nurses.

(3) To assist in developing the programs of nursing education in accordance with sound social, educational, and professional principles.

(4) To ensure continuous evaluation and improvement of educational programs in nursing.

(5) To keep the public informed by publishing a list of the institutions that conduct accredited programs of nursing education.

(*Indiana State Board of Nursing; 848 IAC 1-2-3; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527*)

#### **848 IAC 1-2-4 Eligible programs**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 4. Eligible programs for purposes of accreditation shall be as follows:

(1) Registered nurse programs that prepare students for registered nurse licensure. The program shall award an associate's degree in nursing or a baccalaureate degree with a major in nursing or a diploma in nursing.

(2) Practical nursing programs that prepare students for practical nurse licensure. The program shall award a diploma or certificate in practical nursing.

(*Indiana State Board of Nursing; 848 IAC 1-2-4; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527*)

#### **848 IAC 1-2-5 Accreditation status**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 5. (a) Initial accreditation shall be granted to a new program that meets the regulations for opening a

nursing program until the first class graduates.

(b) Full accreditation shall be granted to a program following the initial accreditation, providing it meets the regulations for Indiana accredited programs in nursing. Accreditation status shall be communicated to the program.

(c) Conditional accreditation shall be granted to a program that fails to maintain the legal requirements for accreditation. Written notification from the board shall specify a definite amount of time that will be given for the program to meet this article. The major outcome criteria indicating a program's successful attainment of state standards is the first time candidate's successful completion of the National Council Licensure examination. If a school's annual rate of successful completion of the National Council Licensure examination is lower than the national total percentage passing for the second consecutive year, the school shall submit a report to the board outlining the following:

(1) Results of the faculty's review of factors that may have contributed to the low pass rate, including, but not limited to, the following:

- (A) Curriculum content.
- (B) Curriculum design.
- (C) Outcome evaluation.
- (D) Admission.
- (E) Progression.
- (F) Graduation policies.

(2) The faculty's plan for correcting any problems identified.

(d) If the program's annual rate of successful completion of the National Council Licensure examination is lower than the national total percentage passing for the third consecutive year, the board shall send a surveyor to review the program's ability to comply with this article. After a hearing, the board shall determine the accreditation status and specify a correction plan if needed. At any point, the board may survey the program to determine whether the program shall be permitted to continue to admit students or continue to operate. The program shall have the burden of proving, with clear and convincing evidence, that the program is able to comply with IC 25-23 and this title.

(e) Withdrawal of accreditation shall occur if the program fails to prove compliance with IC 23-25 and this title. The program shall be given an opportunity for a hearing before accreditation is withdrawn and the school shall be visited by a representative of the board. The program shall assist students in transferring to accredited programs. A school with accreditation that has been withdrawn may apply for reinstatement by following the procedure established in section 1 of this rule. (*Indiana State Board of Nursing; 848 IAC 1-2-5; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4527*)

## **848 IAC 1-2-6 Survey visits**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-21**

Sec. 6. (a) All schools with full accreditation status shall be visited at regular intervals as determined by the

board. The survey visitor(s) shall evaluate the program's ability to meet the requirements of this article and prepare a written report for review and action by the board. Visits shall be conducted under impartial and objective conditions.

(b) The written report of the survey visit to the educational program is submitted to the director for review to permit comments for clarification by the director prior to board action.

(c) The final survey report accompanied by a written report of board action shall be sent to the administrative officer of the controlling agency. A copy shall be sent simultaneously to the director of the program.

(d) An institution used as a clinical laboratory for students may be visited by a representative or representatives of the board as part of the school survey.

(e) In lieu of a regular cycle survey visit, the board may elect to accept the results of an accreditation survey visit by the National League for Nursing Accrediting Commission or the Commission on Collegiate Nursing Education. The program of nursing shall file:

- (1) the report of the visitors;
- (2) the response by the program to the survey visitors; and
- (3) the report of the action taken by the National League for Nursing Accrediting Commission or the Commission on Collegiate Nursing Education.

*(Indiana State Board of Nursing; 848 IAC 1-2-6; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528)*

#### **848 IAC 1-2-7 Eligible institutions**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7; 25-23-1-20**

Sec. 7. (a) The program in nursing shall be incorporated or be a part of an incorporated institution.

(b) Educational institutions, colleges, or universities conducting a nursing program or with which a school of nursing is affiliated shall be accredited by the North Central Association of Colleges and Secondary Schools or the Indiana Commission on Proprietary Education. Hospitals conducting a nursing program shall be accredited by the Joint Commission on Accreditation of Healthcare Organizations. Long term care facilities shall be licensed by the Indiana State Department of Health.

(c) The philosophy and purposes of the program in nursing shall be in accordance with this rule.

(d) There shall be assurance that the program can meet the requirements for Indiana accredited programs in nursing. *(Indiana State Board of Nursing; 848 IAC 1-2-7; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528)*

**848 IAC 1-2-8 Change of ownership or control****Authority: IC 25-23-1-7****Affected: IC 25-23-1-7**

Sec. 8. (a) The board shall be notified in writing of any changes in ownership or control of a school.

(b) Information shall include the following:

- (1) The official name of the school.
- (2) The organizational chart of the contracting agency.
- (3) Names of administrative officials.

(c) The new controlling organization shall submit any change in curriculum to the board for approval six (6) months prior to implementation. (*Indiana State Board of Nursing; 848 IAC 1-2-8; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4528*)

**848 IAC 1-2-9 Philosophy, purpose, and objective****Authority: IC 25-23-1-7****Affected: IC 25-23-1-7**

Sec. 9. The philosophy, purpose, and objective of the program in nursing shall be:

- (1) clearly defined in writing in the official records;
- (2) consistent with the philosophy of the controlling institution;
- (3) formulated and accepted by the faculty;
- (4) inclusive of program beliefs regarding education, nursing, and the learning process;
- (5) descriptive of the practitioner to be prepared;
- (6) the basis for planning, implementing, and evaluating the total program; and
- (7) reviewed periodically and revised as necessary by the nursing faculty.

(*Indiana State Board of Nursing; 848 IAC 1-2-9; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529*)

**848 IAC 1-2-10 Organization and administration****Authority: IC 25-23-1-7****Affected: IC 25-23-1-7**

Sec. 10. (a) Responsibility for developing and implementing the program in nursing shall be placed in the faculty of the nursing education unit.

(b) The institution shall have an effective plan of organization and administration appropriate to the purpose and

implementation of the instructional program in nursing. There shall be an organizational chart of the:

- (1) institution indicating the place of the nursing program; and
- (2) nursing program.

(c) There shall be a controlling body that recognizes the program in nursing as an educational program and delegates authority to the chief administrative officer of the institution who, in turn, delegates authority to the nurse administrator responsible for the program.

(d) When a program director resigns, it is the responsibility of the administration of the controlling organization to inform the board in writing of:

- (1) the intended resignation;
- (2) the effective date; and
- (3) the plans for filling the position;

within thirty (30) days of the resignation.

(e) The program in nursing shall be assured of stable, financial resources adequate for and effectively allocated to support its educational activities. There shall be a budget prepared in accordance with sound educational and financial practices. The financial statement shall give a clear picture of the status of the program. The nurse administrator, with documentation of faculty input, shall have the following responsibilities relating to the financial operation of the program in nursing:

- (1) Preparing the budget for one (1) year in advance of the fiscal period and recommending it to the proper authorities.
- (2) Controlling the use of the approved budget through an accurate system of records.
- (3) Reviewing financial reports routinely and making necessary revisions.
- (4) Consulting with proper authorities within the institution in regard to interpretation, preparation, and implementation of the budget.

*(Indiana State Board of Nursing; 848 IAC 1-2-10; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529)*

## **848 IAC 1-2-11 Admissions**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 11. (a) There shall be published policies for admission established by the nursing faculty.

(b) Students shall be selected on the basis of established criteria and in compliance with all applicable state and federal laws.

(c) There shall be well defined written policies governing payment and refund of tuition and other fees.

(d) The number of students admitted to a nursing education program shall be determined by the following:

- (1) The number of qualified faculty.

- (2) The availability of the following:
  - (A) Adequate educational facilities and resources.
  - (B) Appropriate clinical learning activities.

(e) An applicant shall be graduated from a state approved high school or its equivalent. A complete high school transcript shall be on file.

(f) A person who has qualified for equivalency to high school graduation on the basis of satisfactory completion of the general equivalency degree test (GED) shall be eligible for entrance to an Indiana Accredited Program in nursing upon proof of the following:

- (1) A copy of the test results listing individual and total scores on the G.E.D. test shall be on file to validate satisfactory test completion.
- (2) Satisfactory completion of college courses relevant to nursing may nullify unsatisfactory test scores.

(g) There shall be written policies regarding the following:

- (1) The readmission of a student who:
  - (A) withdrew from the program; or
  - (B) failed required courses.

(2) The admission of a transfer student.

*(Indiana State Board of Nursing; 848 IAC 1-2-11; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4529)*

#### **848 IAC 1-2-12 Faculty**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 12. (a) The program in nursing shall provide and maintain a qualified faculty. The general qualifications for all nurse faculty members shall include the following:

- (1) Graduation from an approved school of nursing accepted by the board.
- (2) Current, unencumbered licensure in Indiana.

(b) The personnel policies for faculty members shall be defined in writing.

(c) Faculty qualification data shall be filed on designated forms in the office of the board within thirty (30) days of the hiring date.

(d) Faculty, other than registered nurses, who teach nonclinical nursing courses, including, but not limited to:

- (1) issues and trends;
- (2) nutrition;
- (3) research;
- (4) management; and
- (5) statistics;

shall hold master's degrees in areas appropriate to the responsibilities inherent in the position.

(e) Clinical preceptorships may be used for the clinical laboratory experiences of students. When clinical preceptors are used, the following conditions shall be met:

- (1) Written agreements between cooperating agency and nursing program shall delineate the functions and responsibilities of the parties involved.
- (2) Criteria for selecting clinical preceptors shall be developed and in writing.
- (3) The clinical preceptors shall have the following minimum qualifications:
  - (A) Current licensure as a registered nurse.
  - (B) Three (3) years of experience as a registered nurse.
- (4) Written clinical objectives shall be specific and shared with the clinical preceptor prior to the experience.
- (5) The designated faculty member shall be responsible for the learning experience of each student and shall meet with each clinical preceptor and student for the purpose of monitoring and evaluating the learning experience.
- (6) The designated faculty member shall be available by phone or in person when students are in the clinical area.
- (7) A faculty member shall be responsible for coordinating the clinical preceptorship of no more than ten (10) students.

*(Indiana State Board of Nursing; 848 IAC 1-2-12; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530)*

#### **848 IAC 1-2-13 Faculty qualifications; registered nurse programs**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 13. (a) The director shall be a registered nurse with a minimum of a master's degree, preferably in nursing. A doctoral degree is recommended. The director shall have experience in the following:

- (1) The practice of nursing.
- (2) Nursing education.
- (3) Administration.

The director shall be employed full time, excluding vacations and holidays, during the enrollment period of the students.

(b) The nurse faculty member shall have experience in the practice of nursing and hold a master's degree. The majority of the faculty shall hold master's degrees with majors in nursing. The remainder of the faculty shall hold master's degrees in a field appropriate to their teaching or clinical responsibilities. The majority of the faculty shall be full-time employees of the institution. Any faculty member hired in the year 2002 or beyond shall have a master's degree in nursing. The appointment of a person who does not hold a master's degree shall be made only if that person enrolls in a college or university and within five (5) years of assuming the teaching position completes a master's degree. Faculty members who have been appointed prior to the promulgation of this rule shall be expected to complete master's degrees within five (5) years. *(Indiana State Board of Nursing; 848 IAC 1-2-13; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530)*

#### **848 IAC 1-2-14 Faculty qualifications; licensed practical nurse programs**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 14. (a) The director shall be a registered nurse with a minimum of a master's degree, preferably in nursing. The director shall have experience in the following:

- (1) The practice of nursing.
- (2) Practical nursing education.
- (3) Administration.

The director shall be employed full time, excluding vacations and holidays, during the enrollment period of the students.

(b) The nurse faculty member shall have experience in the practice of nursing and hold a baccalaureate degree. The majority of the faculty shall hold baccalaureate degrees with majors in nursing. The remainder of the faculty shall hold baccalaureate degrees in a field appropriate to their teaching or clinical responsibilities. The majority of the faculty shall be full-time employees of the institution. Any faculty member hired in the year 2002 or beyond shall have a baccalaureate degree in nursing. (*Indiana State Board of Nursing; 848 IAC 1-2-14; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4530*)

#### **848 IAC 1-2-15 Student personnel services**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 15. Within the framework of the controlling institution, policies regulating student personnel services shall be delineated in writing, including, but not limited to, the following:

- (1) Counseling and guidance.
- (2) Health services.
- (3) Financial aid.
- (4) Housing.
- (5) Student organization.
- (6) Job placement.
- (7) Liability insurance.

(*Indiana State Board of Nursing; 848 IAC 1-2-15; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4531*)

#### **848 IAC 1-2-16 Curriculum; all programs**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 16. (a) The development, implementation, evaluation, and revision of the curriculum shall be the

responsibility of the nursing faculty and shall be based on the stated philosophy and objectives of the program.

(b) The program shall provide an opportunity for the student to learn facts, principles, concepts, and skills which ensure that each graduate meets the minimal qualifications essential for safety to practice as a licensed nurse.

(c) There shall be concurrent didactic instruction and clinical laboratory experiences in the care of patients from all age groups except when students repeat courses for failing or withdrawal. Those students may repeat the failed course by itself without also repeating the concurrent course.

(d) The clinical laboratory experiences shall be determined by the philosophy and objectives of the program and shall be provided in cooperative agencies approved by the board.

(e) Classroom laboratory experiences shall be the responsibility of program faculty.

(f) Observational experiences shall be determined by the philosophy and objectives of the program. As used in this subsection, "observational experiences" means those experiences in which the student is in the role of observer. Observational experiences shall be:

- (1) planned for and guided by the faculty, but may not require direct supervision.
- (2) included in the clinical laboratory experiences; and
- (3) included in the program's annual report to the board, but do not require prior approval for implementation.

(g) There shall be an outline of the total curriculum showing the placement of courses according to:

- (1) year and semester or term;
- (2) the ratio of credits to hours; or
- (3) the total number of hours.

(h) The school year shall be divided into definite terms with dates set for the beginning and ending of each. The dates shall be communicated to the students at the beginning of the academic year.

(i) Board approval shall be granted prior to the initiation of any major curriculum change. If the change is minor, in that it does not substantially alter the curriculum, it shall be reported to the board in writing.

(j) A major change, which would require the board's approval prior to implementation, includes the following:

- (1) Major changes in philosophy, purpose, or objective.
- (2) The number of credits required for successful completion of the program or the major in nursing.
- (3) The number and type of general education courses.
- (4) Relocation of the program or any of its components.
- (5) Addition of clinical sites.
- (6) Change in required clinical laboratory hours.
- (7) Increases or decreases in admission numbers by twenty-five percent (25%).
- (8) Admission times.
- (9) Progression options.

(10) Additions of satellite locations.

(k) A minor change, which would not require prior board approval but would be reported in the program's annual report, includes changes in the sequencing of courses or content with the current philosophy and number of credits.

(l) There shall be a systematic written plan for program evaluation that is ongoing according to the timeframe specified by the faculty. The findings from the systematic evaluation shall be used for development, maintenance, and revision of the program components. The written plan shall include, but is not limited to, the following:

- (1) Philosophy, purpose, and objective of the nursing education program.
- (2) Expected knowledge, skills, and abilities of the graduates.
- (3) Teaching and learning experiences.
- (4) Student evaluation of courses.
- (5) Instructor evaluation of students.
- (6) Pass rates on licensure examination.
- (7) Follow-up studies of graduates' evaluation of the program of learning.
- (8) Employment performance of graduates.

*(Indiana State Board of Nursing; 848 IAC 1-2-16; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4531)*

#### **848 IAC 1-2-17 Curriculum; registered nurse programs**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 17. (a) The curriculum shall provide instruction in the following areas:

(1) Physical and biological sciences, including content drawn from the areas of:

- (A) anatomy;
- (B) physiology;
- (C) chemistry;
- (D) microbiology;
- (E) pharmacology;
- (F) physics; and
- (G) nutrition;

that may be integrated, combined, or presented as separate courses.

(2) Social and behavioral sciences shall include content drawn from the areas of

- (A) communications;
- (B) psychology; and
- (C) sociology;

that may be integrated, combined, or presented as separate courses.

(3) The nursing content shall establish the following:

- (A) Provide concurrent theory and clinical experience in the following areas:

- (i) Adult nursing.
- (ii) Obstetric nursing.
- (iii) Nursing of children.
- (iv) Psychiatric nursing.
- (v) Geriatric nursing.
- (vi) For baccalaureate programs, community health nursing.

(B) Include history, trends, legal aspects, and ethical aspects of nursing that may be integrated, combined, or presented as separate courses.

(C) Include content about chemical substance abuse among professionals.

(D) Computer technology shall be integrated, combined, or presented as a separate course.

(E) Universal precautions education shall be integrated, combined, or presented as a separate course.

(F) The length of a full-time program shall be a minimum of four (4) semesters or two (2) academic years.

*(Indiana State Board of Nursing; 848 IAC 1-2-17; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532)*

### **848 IAC 1-2-18 Curriculum; licensed practical nurse program**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 18. (a) The length of a full-time program shall be two (2) semesters and one (1) summer session or four (4) quarters within one (1) calendar year.

(b) The curriculum shall provide instruction in the following areas:

(1) Physical and biological sciences, including content drawn from the areas of:

- (A) anatomy;
- (B) physiology;
- (C) nutrition; and
- (D) pharmacology;

that may be integrated, combined, or presented as separate courses.

(2) Social and behavioral sciences, including content drawn from the concepts of mental health that may be integrated, combined, or presented as separate courses.

(3) The nursing content shall establish the following:

(A) Provide concurrent theory and clinical experience in the following areas:

- (i) Adult nursing.
- (ii) Obstetrical nursing.
- (iii) Nursing of children.
- (iv) Geriatric nursing.

(B) Include history, trends, legal aspects, and ethical aspects of nursing that may be integrated, combined, or presented as separate courses.

(C) Include content about chemical substance abuse among professionals.

(D) Computer technology shall be integrated, combined, or presented as a separate course.

(E) Universal precautions education shall be integrated, combined, or presented as a separate course.

*(Indiana State Board of Nursing; 848 IAC 1-2-18; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532)*

**848 IAC 1-2-19 Clinical laboratory experience; all programs**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7; 25-23-1-20

Sec. 19. (a) Clinical facilities used for learning experiences shall be approved by the Joint Commission on Accreditation of Healthcare Organizations or appropriate licensing bodies.

(b) There shall be written agreements between the school and any institution or agency which is used for clinical laboratory experiences. Agreements shall state the responsibilities and privileges of both parties. A copy of the written agreement shall be submitted to the board for approval six (6) months prior to the beginning of the experience. Written agreements are not necessary for observational experiences.

(c) A request for approval of clinical facilities shall be submitted to the board for initial approval six (6) months prior to the use of that facility on forms provided by the board. A site visit may be made to any clinical facility not previously visited by a representative of the board, prior to approval of the facility. A site visit shall be made by a representative of the board prior to denial of the use of any clinical facility. The site visitor shall secure data concerning:

- (1) the size of the facility;
- (2) the number of other nursing programs using the facility; and
- (3) the time of use and problems of overcrowding;

as well as other aspects of the learning environment.

(d) School faculty shall assign, guide, evaluate, and supervise students in their learning experiences.

(e) Clinical facilities no longer being utilized by the nursing program shall be indicated on forms provided by the board.

(f) The ratio of faculty to students shall be a maximum of 1:10 or any portion thereof in the clinical laboratory experience, exclusive of the nurse director or coordinator. *(Indiana State Board of Nursing; 848 IAC 1-2-19; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4532)*

**848 IAC 1-2-20 Educational facilities**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7; 25-23-1-20

Sec. 20. (a) Classrooms, laboratories, and conference rooms shall be provided to meet the needs of the students.

(b) The library shall be adequate in size and have current holdings to meet the educational needs of the students

and faculty. There shall be a variety of current audiovisual and computer aids for individual and group instruction. The annual budget shall provide for accessions to the library.

(c) Furnishings, supplies, and office equipment shall be provided for the director, faculty, and clerical staff.

(d) Adequate office space shall be provided for the director, faculty, and clerical staff.

(e) There shall be adequate support services and secretarial personnel to meet the needs of the program. (*Indiana State Board of Nursing; 848 IAC 1-2-20; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533*)

#### **848 IAC 1-2-21 Progression and graduation**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 21. (a) There shall be written requirements for progression and graduation prepared by the faculty of each program. There shall be a written policy and procedure for academic probation and termination from the program. There shall be a code of conduct for students.

(b) The nursing program shall provide to enrolled students a student handbook that shall include all information specific to the nursing program.

(c) Candidates for the registered nurse licensing examination shall have successfully completed the educational program with an accumulative average grade of "C" or better, and a grade of "C" or better in each nursing course as identified in section 17 of this rule.

(d) Candidates for the practical nurse licensing examination shall have successfully completed the educational program with a grade of "C" or better in each course. (*Indiana State Board of Nursing; 848 IAC 1-2-21; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533*)

#### **848 IAC 1-2-22 Records and school bulletin**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 22. (a) There shall be a record system that provides for accurate recording of admission data and student academic records. Provisions shall be made for safe storage of records to prevent loss by destruction and unauthorized use.

(b) Individual student files, maintained by the program of nursing during the student's enrollment, shall include, at a minimum, the following:

(1) Documents required for admission.

(2) Results of performance evaluation relating to the student's progression or lack thereof.

(3) Documentation of universal precautions training.

(c) The institution must maintain in readily accessible form, or cause to be maintained in readily accessible form, sufficient records to generate an official student transcript for a period of sixty (60) years after the date the student attended the institution.

(d) Information about the school shall be published periodically, at least every two (2) years. The publication shall be dated and include the following:

- (1) Philosophy and objectives of the school.
- (2) A general description of the program.
- (3) The curriculum plan.
- (4) Brief course descriptions.
- (5) Facilities and conditions provided for student learning and welfare.
- (6) Faculty information.
- (7) A statement of tuition, fees, and refund policies.
- (8) A statement regarding nondiscriminatory practices in student and faculty recruitment.
- (9) A statement regarding student complaint and grievance procedures.
- (10) Housing and residence facilities information.
- (11) Admission, progression, and graduation practices.

*(Indiana State Board of Nursing; 848 IAC 1-2-22; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4533)*

#### **848 IAC 1-2-23 Reports to the board**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7**

Sec. 23. (a) The director of the nursing program shall submit an annual report to the board on forms provided by the board. The report shall provide current data on the following:

- (1) Administrative personnel, credit hours, and faculty to student ratios.
- (2) Organizational, administrative, and physical changes.
- (3) Any curriculum changes.
- (4) Student statistics.
- (5) A faculty list with:
  - (A) a completed faculty qualification record for each new member;
  - (B) a supplemental qualification record for each faculty member pursuing a master's degree; and
  - (C) a list of faculty no longer employed by the institution since the last annual report.
- (6) A clinical agency list and a list of those agencies no longer used since the last annual report.
- (7) An organizational chart for the nursing program and for the parent institution.

(b) A list of graduates applying for licensing examinations shall be submitted on forms provided by the board prior to requesting applications for distribution to students. *(Indiana State Board of Nursing; 848 IAC 1-2-23;*

*filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

**848 IAC 1-2-24 Records**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 24. A copy of each annual report to the board, the school catalog and nursing student handbook shall be maintained in the permanent records of the institution. (*Indiana State Board of Nursing; 848 IAC 1-2-24; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

**848 IAC 1-1-3 Accreditation**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 3. (*Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

**848 IAC 1-1-4 Criteria for accreditation**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-7

Sec. 4. (*Repealed by Indiana State Board of Nursing; filed Jul 30, 1998, 4:59 p.m.: 21 IR 4534)*

**848 IAC 1-1-5 Appeals**

**Authority:** IC 25-23-1-7

**Affected:** IC 4-21.5

Sec. 5. APPEAL PROCEDURE. (5.1) PROCEDURE. In accordance with Indiana Code 4-22-1 [*Repealed by P.L.18-1986, SECTION 2. See IC 4-21.5.*] the Indiana Administrative Adjudication Act, the Indiana State Board of Nurses' Registration and Nursing Education respects the right of any applicant to appeal its decisions. Applicants shall be entitled to have a hearing before the Board, by filing a written application for such a hearing, within fifteen (15) days after receipt of notice of decision. (*Indiana State Board of Nursing; Reg 5; filed Jul 18, 1977, 8:55 am: Rules and Regs. 1978, p. 611)*

**848 IAC 1-1-6 Licensure by examination**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-11; IC 25-23-1-12

Sec. 6. (a) Any person who makes application to the board for a license shall submit to the board written evidence, verified by oath, that the registered nurse applicant meets IC 25-23-1-11 and the licensed practical nurse applicant meets IC 25-23-1-12.

(b) Schools of nursing shall be notified by the Indiana board of nursing annually of the filing dates and the dates on which the graduates will be scheduled to write the examination. Schools of nursing shall submit to the board a list of graduates that will write the examination at least 60 days prior to the examination date.

(c) The required application for licensure by examination and fee shall be filed no later than the 56th day prior to the date of the examination. Applications will be accepted until the 42nd day prior to the examination date when an additional late application processing fee is submitted.

(d) The board of nursing shall provide examination information to the candidate at least two (2) weeks prior to the licensing examination.

(e) A copy of a marriage certificate or court order shall be submitted by a candidate who wishes to change her/his name after the application is filed.

(f) Candidates shall present an admission card and a photograph for entrance to the licensing examination. The photograph shall have the school seal affixed and the signatures of the candidate and the nurse director of the school or designee.

(g) A candidate without proper identification may be permitted entrance to the licensing examination by the board if eligibility is established by two (2) or more of the following:

- (1) verification with check-in list of candidates;
- (2) displaying requested identification such as: student I.D., driver's license, etc.;
- (3) being identified by two (2) randomly selected classmates or an examiner.

The board may make exceptions to existing procedures for examinations in cases of emergency situations.

(h) The required Indiana passing standard score for the registered nurse licensure examination is 1600 and for the practical nurse licensure examination is 350.

(i) An applicant for an Indiana license may write the licensing examination in another U.S. jurisdiction provided written consent is secured from the board of nursing in that jurisdiction. The applicant shall submit a copy of the consent to the Indiana board of nursing which will make the necessary arrangements. Candidates shall be responsible for fees charged by the proctoring board.

(j) The Indiana board of nursing may proctor the licensing examination upon authorization of another board of nursing, whether the examination is being taken for the first time or is a repeat examination. A nonrefundable proctoring fee shall be paid by the candidate prior to admission to the examination.

(k) Proctoring services will be provided only at a regularly scheduled examination session and to the extent of availability of examining space, as determined by the board.

(l) Graduates of foreign schools of nursing shall meet the following qualifications before being licensed in Indiana:

- (1) be licensed in the territory or country in which they graduated;

- (2) meet the qualifications required in Indiana as determined by the board;
- (3) obtain the official records from the territory or country in which the applicant graduated verifying academic qualifications, or be referred to state accredited nursing programs to establish the necessary credits if the original records are unobtainable;
- (4) show evidence of having passed the examination prepared by the commission on graduates of foreign nursing schools;
- (5) pass the appropriate nurse licensing examination in Indiana.

(m) Unsuccessful candidates. (1) Any candidate who fails the Indiana licensing examination shall not be licensed until she/he has passed the licensing examination.

(2) A complete application shall be submitted each time an examination is taken.

(3) The full examination fee shall be charged for each reexamination.

(4) A candidate who has failed the licensing examination (in any jurisdiction) should undertake a special study program before retaking the examination. This study program may include one or all of the following:

- (A) auditing nursing courses at an approved program in nursing;
- (B) self-study program such as: review of course work, professional reading, etc.;
- (C) tutoring;
- (D) reenrollment in a state-accredited program of nursing.

(n) Written informed consent from the candidate is necessary before individual licensing examination scores are released to anyone other than the candidate.

(o) Candidates applying for the licensing examination shall be required to meet the board's curricular requirements for the program in nursing as stated in the rules and regulations in effect at the time of their graduation. (*Indiana State Board of Nursing; Reg 6; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 162; filed Mar 18, 1980, 4:00 pm: 3 IR 961; filed Feb 18, 1982, 2:18 pm: 5 IR 735; filed Mar 29, 1985, 10:43 am: 8 IR 1026; filed Sep 12, 1985, 3:27 pm: 9 IR 287*)

#### **848 IAC 1-1-7 Licensure by endorsement**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-11; IC 25-23-1-12**

Sec. 7. (7.1) An applicant who was originally licensed by the state board test pool examination by a board of nursing in another jurisdiction will be accepted for registration in Indiana by endorsement from the board which granted the original license if the applicant meets the following qualifications:

- (a) is of good moral character;
- (b) has graduated from high school or the equivalent thereof;
- (c) has graduated from a state approved program in nursing.

(7.2) Achievement of the Indiana passing score on the state board test pool examination subsequent to September 1952 is required for licensure by endorsement.

(7.3) Applicants who are graduates of foreign schools of nursing are eligible for Indiana licensure by endorsement providing the following conditions are met:

- (a) have written and passed the state board test pool examination in another jurisdiction or country;
- (b) have achieved Indiana's passing scores in all areas;
- (c) submit verification of immigration status and eligibility for employment in Indiana;
- (d) submit copies of all scholastic records;
- (e) submit proof of good moral character;
- (f) submit proof of high school graduation or equivalent thereof;
- (g) submit proof of having graduated from a program in nursing with concurrent theory and clinical experience in all areas tested by the state board test pool examination.

(7.4) The completed application accompanied by the statutory fee, photograph and proof of current licensure in another jurisdiction shall be submitted to the Indiana board of nursing. The fee is non-refundable.

(7.5) Applicants who were licensed prior to September 1952 shall be required to have taken and passed the licensing examination given by the state board of nursing in the original state of licensure. (*Indiana State Board of Nursing; Reg 7; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 165; filed Mar 18, 1980, 4:00 pm: 3 IR 963; filed Mar 29, 1985, 10:43 am: 8 IR 1028*)

#### **848 IAC 1-1-8 Renewal of license**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-16.1

Sec. 8. (8.1) The application form and instructions for renewal of the license to practice nursing will be mailed in odd numbered years to registered nurse licensees and in even numbered years to practical nurse licensees.

(8.2) Applicants for renewal of license shall pay a renewal fee.

(8.3) Applications for renewal shall be mailed to the last known address of the licensee. Failure to receive the application for renewal shall not relieve the licensee of the responsibility for renewing the license by the renewal date. (*Indiana State Board of Nursing; Reg 8; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 166; filed Mar 29, 1985, 10:43 am: 8 IR 1028*)

#### **848 IAC 1-1-9 Inactive status**

Sec. 9. (*Repealed by Indiana State Board of Nursing; filed Dec 19, 1996, 10:00 am: 20 IR 1122*)

#### **848 IAC 1-1-10 Duplicate license**

**Authority:** IC 25-23-1-7

**Affected: IC 25-23-1-7; IC 25-23-1-16.1**

Sec. 10. (10.1) The licensee shall report in writing, on the form supplied by the board, the loss of the original certificate of licensure or the biennial renewal license.

(10.2) A license which has been lost or destroyed shall be replaced upon proper identification of the registrant and payment of a fee. (*Indiana State Board of Nursing; Reg 10; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 166; filed Mar 29, 1985, 10:43 am: 8 IR 1028*)

**848 IAC 1-1-11 Name change**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-7; IC 25-23-1-16.1**

Sec. 11. CHANGE OF NAME. (11.1) If a change of name is requested, licensee shall submit a copy of a marriage certificate or court order. Licensees may maintain the legal name of preference. (*Indiana State Board of Nursing; Reg 11; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 166*)

**848 IAC 1-1-12 Failure to renew license; reinstatement**

Sec. 12. (*Repealed by Indiana State Board of Nursing; filed Dec 19, 1996, 10:00 am: 20 IR 1122*)

**848 IAC 1-1-13 Employment conditions; enforcement powers and duties; records and reports**

**Authority: IC 25-23-1-7**

**Affected: IC 4-1-6; IC 25-23-1-7; IC 25-23-1-16.1**

Sec. 13. ENFORCEMENT. (13.1) Legal conditions of employment:

- (a) Any person who practices or offers to practice nursing as either a Registered or Licensed Practical Nurse in the State of Indiana shall hold a current Indiana license as proof of their legal authorization to practice.
- (b) A candidate who has applied for the licensing examination may be employed during the interim between graduation and licensure providing employment is not in conflict with the Indiana Nurse Practice Act [IC 25-23-1].

(13.2) The Indiana Board of Nursing shall be responsible for:

- (a) The verification of licensure of nurses to employers of nurses;
- (b) Initiating appropriate action as authorized by the Nurse Practice Act [IC 25-23-1] on reports to the Board concerning incidents involving a licensee that may be cause for disciplinary action;
- (c) Assuring that imposters are not functioning in roles normally assumed by the licensed nurse;
- (d) Carrying out the duties of the Board in compliance with the Fair Information Practice Act, P.L.21 [IC 4-1-6], Acts 1977.

(13.3) The Employing Agency is responsible for:

- (a) Verifying that applicants for positions requiring a license in nursing are currently licensed in the State of Indiana;
- (b) Submitting annually to the Board:
  - (1) Names of all licensed nurses;
  - (2) Indiana nursing license numbers;
  - (3) Expiration dates of nursing licenses;
  - (4) Names of unlicensed employed graduate nurses;
- (c) Reporting to the Board any incident involving a licensed nurse that could be cause for disciplinary action;
- (d) Assuring that an unlicensed employed graduate nurse is not functioning in the role normally assumed by the licensed nurse.

(13.4) Reports regarding licensees:

- (a) Each hospital, agency or unit (office) employing licensed nurses shall submit an inclusive list of those persons at such times as may be required by the Board. Names of employed unlicensed graduate nurses are also to be submitted at this time;
- (b) The names of individuals whose licenses have been placed on probation, suspended, revoked or surrendered voluntarily, shall become a matter of public record.

*(Indiana State Board of Nursing; Reg 13; filed Mar 1, 1978, 8:51 am: Rules and Regs. 1979, p. 167)*

#### **848 IAC 1-1-14 Fees**

**Authority:** IC 25-1-8-2; IC 25-23-1-7

**Affected:** IC 25-23-1-10.5; IC 25-23-1-11; IC 25-23-1-12; IC 25-23-1-16.1; IC 25-23-1-18; IC 25-23-1-

**19**

Sec. 14. (a) The fee for licensure by examination shall be a cost equal to the fee charged by the national provider of the exam and an additional administrative fee of thirty dollars (\$30) for the registered nurse examination or twenty dollars (\$20) for the practical nurse examination.

(b) The fee for licensure by endorsement shall be thirty dollars (\$30).

(c) The fee for endorsement out of Indiana shall be ten dollars (\$10).

(d) The fee for licensure renewal shall be seventeen dollars (\$17) for the biennium or any part thereof.

(e) The fee for reinstatement of a delinquent license shall be the biennial renewal fee of seventeen dollars (\$17) and an additional statutory penalty fee of ten dollars (\$10).

(f) The fee for a temporary permit to practice nursing as an applicant awaiting licensure by endorsement, pursuant to IC 25-23-1-10.5, shall be ten dollars (\$10).

(g) The fee for a duplicate wall certificate shall be ten dollars (\$10). *(Indiana State Board of Nursing; 848*

*IAC 1-1-14; filed Mar 29, 1985, 10:43 am: 8 IR 1028; filed Sep 12, 1985, 3:29 pm: 9 IR 289; filed Jun 6, 1996, 9:00 am: 19 IR 3105)*

#### **848 IAC 1-1-15 Temporary permits**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 15. (a) The board may issue a temporary permit to practice nursing to an applicant awaiting licensure by endorsement providing the following conditions are met:

- (1) the applicant meets the requirements for licensure pursuant to IC 25-23-1-11 or IC 25-23-1-12;
- (2) a completed application for licensure by endorsement is submitted;
- (3) proof of current licensure in another state is submitted;
- (4) the fee for licensure by endorsement is submitted;
- (5) the application for temporary permit is submitted;
- (6) the fee for temporary permit is submitted.

(b) The temporary permit will be valid for 60 days after issuance or until notice of denial of licensure by the board. *(Indiana State Board of Nursing; 848 IAC 1-1-15; filed Sep 12, 1985, 3:29 pm: 9 IR 289; filed Dec 19, 1996, 11:00 am: 20 IR 1122)*

### **ARTICLE 2. STANDARDS FOR THE COMPETENT PRACTICE OF REGISTERED AND LICENSED PRACTICAL NURSING**

#### **Rule 1. Definitions**

##### **848 IAC 2-1-1 Applicability**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23

Sec. 1. The definitions in this rule apply throughout this article. *(Indiana State Board of Nursing; 848 IAC 2-1-1; filed Oct 25, 1991, 5:00 p.m.: 15 IR 242)*

##### **848 IAC 2-1-2 "Competence" defined**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23

Sec. 2. "Competence" means performing skillfully and proficiently the functions that are within the role of the licensee and demonstrating behavior that is consistent with the interrelationship of essential knowledge, judgment, and skill. *(Indiana State Board of Nursing; 848 IAC 2-1-2; filed Oct 25, 1991, 5:00 p.m.: 15 IR 242)*

##### **848 IAC 2-1-3 "Health team" defined**

**Authority:** IC 25-23-1-7

**Affected: IC 25-23**

Sec. 3. "Health team" means a group of health care providers which may, in addition to health care practitioners, include the patient/client, family, and any significant others. (*Indiana State Board of Nursing; 848 IAC 2-1-3; filed Oct 25, 1991, 5:00 p.m.: 15 IR 243*)

**Rule 2. Registered Nursing**

**848 IAC 2-2-1 Responsibility to apply the nursing process**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 1. The registered nurse shall do the following:

- (1) Assess the patient/client in a systematic, organized manner.
- (2) Formulate a nursing diagnosis based on accessible, communicable, and recorded data which is collected in a systematic and continuous manner.
- (3) Plan care which includes goals and prioritized nursing approaches or measures derived from the nursing diagnosis.
- (4) Implement strategies to provide for patient/client participation in health promotion, maintenance, and restoration.
- (5) Initiate nursing actions to assist the patient/client to maximize his or her health capabilities.
- (6) Evaluate with the patient/client the status of goal achievement as a basis for reassessment, reordering priorities, new goal-setting, and revision of the plan of nursing care.
- (7) Seek educational resources and create learning experiences to enhance and maintain current knowledge and skills for his or her continuing competence in nursing practice and individual professional growth.

(*Indiana State Board of Nursing; 848 IAC 2-2-1; filed Oct 25, 1991, 5:00 p.m.: 15 IR 243*)

**848 IAC 2-2-2 Responsibility as a member of the nursing profession**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 2. The registered nurse shall do the following:

- (1) Function within the legal boundaries of nursing practice based on the knowledge of statutes and rules governing nursing.
- (2) Accept responsibility for individual nursing actions and continued competence.
- (3) Communicate, collaborate, and function with other members of the health team to provide safe and effective care.
- (4) Seek education and supervision as necessary when implementing nursing practice techniques.
- (5) Respect the dignity and rights of the patient/client regardless of socioeconomic status, personal attributes, or nature of health problem.
- (6) Maintain each patient/client's right to privacy by protecting confidential information unless obligated, by law,

to disclose the information.

(7) Provide nursing care without discrimination on the basis of diagnosis, age, sex, race, creed, or color.

(8) Delegate and supervise only those nursing measures which the nurse knows, or should know, that another person is prepared, qualified, or licensed to perform.

(9) Retain professional accountability for nursing care when delegating nursing intervention.

(10) Respect and safeguard the property of patient/client, family, significant others, and the employer.

(11) Notify, in writing, the appropriate party, which may include:

(A) the office of the attorney general, consumer protection division;

(B) his or her employer or contracting agency; or

(C) the board;

of any unprofessional conduct which may jeopardize the patient/client safety.

(12) Participate in the review and evaluation of the quality and effectiveness of nursing care.

*(Indiana State Board of Nursing; 848 IAC 2-2-2; filed Oct 25, 1991, 5:00 p.m.: 15 IR 243)*

### **848 IAC 2-2-3 Unprofessional conduct**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 3. Nursing behaviors (acts, knowledge, and practices) failing to meet the minimal standards of acceptable and prevailing nursing practice, which could jeopardize the health, safety, and welfare of the public, shall constitute unprofessional conduct. These behaviors shall include, but are not limited to, the following:

(1) Using unsafe judgment, technical skills, or inappropriate interpersonal behaviors in providing nursing care.

(2) Performing any nursing technique or procedure for which the nurse is unprepared by education or experience.

(3) Disregarding a patient/client's dignity, right to privacy, or right to confidentiality.

(4) Failing to provide nursing care because of diagnosis, age, sex, race, color, or creed.

(5) Abusing a patient/client verbally, physically, emotionally, or sexually.

(6) Falsifying, omitting, or destroying documentation of nursing actions on the official patient/client record.

(7) Abandoning or knowingly neglecting patients/clients requiring nursing care.

(8) Delegating nursing care, functions, tasks, or responsibility to others when the nurse knows, or should know, that such delegation is to the detriment of patient safety.

(9) Providing one's license/temporary permit to another individual for any reason.

(10) Failing to practice nursing in accordance with prevailing nursing standards due to physical or psychological impairment.

(11) Diverting prescription drugs for own or another person's use.

(12) Misappropriating money or property from a patient/client or employee.

(13) Failing to notify, in writing, the appropriate party, which may include:

(A) the office of the attorney general, consumer protection division;

(B) his or her employer or contracting agency; or

(C) the board;

of any unprofessional conduct which may jeopardize patient/client safety.

*(Indiana State Board of Nursing; 848 IAC 2-2-3; filed Oct 25, 1991, 5:00 p.m.: 15 IR 243)*

### **Rule 3. Licensed Practical Nursing**

#### **848 IAC 2-3-1 Responsibility to apply the nursing process**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 1. The licensed practical nurse shall do the following:

- (1) Know and utilize the nursing process in planning, implementing, and evaluating health services and nursing care to the individual patient or client.
- (2) Collaborate with other members of the health team in providing for patient/client participation in health promotion, maintenance, and restoration.
- (3) Seek educational resources and create learning experiences to enhance and maintain current knowledge and skills for his or her continuing competence in nursing practice and individual professional growth.
- (4) Assess the health status of the patient/client, in conjunction with other members of the health care team, for analysis and identification of health goals.
- (5) Evaluate with the patient/client the status of goal achievement as a basis for reassessment, reordering of priorities, and new goal setting for contribution to the modification of the plan of nursing care.

*(Indiana State Board of Nursing; 848 IAC 2-3-1; filed Oct 25, 1991, 5:00 p.m.: 15 IR 244)*

#### **848 IAC 2-3-2 Responsibility as a member of the health team**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 2. The licensed practical nurse shall do the following:

- (1) Function within the legal boundaries of practical nursing practice based on the knowledge of statutes and rules governing nursing.
- (2) Accept responsibility for individual nursing actions and continued competence.
- (3) Communicate, collaborate, and function with other members of the health care team to provide safe and effective care.
- (4) Seek education and supervision as necessary from registered nurses and/or other members of the health care team when implementing nursing techniques or practices.
- (5) Respect the dignity and rights of the patient/client regardless of socioeconomic status, personal attributes, or nature of health problems.
- (6) Maintain each patient/client's right to privacy by protecting confidential information unless obligated, by law, to disclose the information.
- (7) Provide nursing care without discrimination on the basis of diagnosis, age, sex, race, creed, or color.
- (8) Accept only those delegated nursing measures which he or she knows he or she is prepared, qualified, and licensed to perform.
- (9) Respect and safeguard the property of patient/client, family, significant others, and the employer.

- (10) Notify, in writing, the appropriate party which may include:
- (A) the office of the attorney general, consumer protection division;
  - (B) his or her employer or contracting agency; or
  - (C) the board;

of any unprofessional conduct which may jeopardize the patient/client safety.

- (11) Participate in the review and evaluation of the quality and effectiveness of nursing care.

*(Indiana State Board of Nursing; 848 IAC 2-3-2; filed Oct 25, 1991, 5:00 p.m.: 15 IR 244)*

### **848 IAC 2-3-3 Unprofessional conduct**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23**

Sec. 3. Nursing behaviors (acts, knowledge, and practices) failing to meet the minimal standards of acceptable and prevailing licensed practical nursing practices, which could jeopardize the health, safety, and welfare of the public shall constitute unprofessional conduct. These behaviors shall include, but are not limited to, the following:

- (1) Using unsafe judgment, technical skills, or inappropriate interpersonal behaviors in providing nursing care.
- (2) Performing any nursing technique or procedure for which the nurse is unprepared by education or experience.
- (3) Disregarding a patient/client's dignity, right to privacy, or right to confidentiality.
- (4) Failing to provide nursing care because of diagnosis, age, sex, race, color, or creed.
- (5) Abusing a patient/client verbally, physically, emotionally, or sexually.
- (6) Falsifying, omitting, or destroying documentation of nursing actions on the official patient/client record.
- (7) Abandoning or knowingly neglecting patients/clients requiring nursing care.
- (8) Accepting delegated nursing measures that he or she knows that he or she is not prepared, qualified, or licensed to perform.
- (9) Providing one's license/temporary permit to another individual for any reason.
- (10) Failing to practice nursing in accordance with prevailing practical nursing standards due to physical or psychological impairment.
- (11) Diverting prescription drugs for own or another person's use.
- (12) Misappropriating money or property from a patient/client or employee.
- (13) Failing to notify, in writing, the appropriate party which may include:
  - (A) the office of the attorney general, consumer protection division;
  - (B) his or her employer or contracting agency; or
  - (C) the board;

of any unprofessional conduct which may jeopardize patient/client safety.

*(Indiana State Board of Nursing; 848 IAC 2-3-3; filed Oct 25, 1991, 5:00 p.m.: 15 IR 245)*

## **ARTICLE 3. NURSE-MIDWIVES**

### **Rule 1. Definitions**

#### **848 IAC 3-1-0.5 Applicability**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 0.5. The definitions in this rule apply throughout this article. (*Indiana State Board of Nursing; 848 IAC 3-1-0.5; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2871*)

#### **848 IAC 3-1-0.6 "Board" defined**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 0.6. "Board" means the Indiana state board of nursing. (*Indiana State Board of Nursing; 848 IAC 3-1-0.6; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2871*)

#### **848 IAC 3-1-1 "Certified nurse-midwife" defined; use of initials**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1

Sec. 1. (a) "Certified nurse-midwife" means a registered nurse who has graduated from a nationally accredited school of midwifery, has passed the National Certifying Examination given by the American College of Nurse-Midwives, and is licensed by the board to practice as a nurse-midwife.

(b) "CNM" means certified nurse-midwife and are the designated authorized initials to be used by the certified nurse-midwife. (*Indiana State Board of Nursing; Nurse-Midwifery Rule 1, Art 1; filed Jun 15, 1979, 4:41 p.m.: 2 IR 1131; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2871*) *NOTE: Transferred from the Medical Licensing Board of Indiana (844 IAC 3-1-1) to the Indiana State Board of Nursing (848 IAC 3-1-1) by P.L.185-1993, SECTION 16, effective July 1, 1993.*

#### **848 IAC 3-1-2 "Practice of nurse-midwifery" defined**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 2. "Practice of nurse-midwifery" means the practice of nursing and the extension of that practice, including well-woman gynecological healthcare, family planning, and care to the normal and expanding family throughout pregnancy, labor, delivery, and post-delivery. (*Indiana State Board of Nursing; Nurse-Midwifery Rule 1, Art 2; filed Jun 15, 1979, 4:41 p.m.: 2 IR 1131; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*) *NOTE: Transferred from the Medical Licensing Board of Indiana (844 IAC 3-1-2) to the Indiana State Board of Nursing (848 IAC 3-1-2) by P.L.185-1993, SECTION 16, effective July 1, 1993.*

#### **848 IAC 3-1-3 Association with licensed physician; jurisdiction of board (*Repealed*)**

Sec. 3. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-4 Registration requirement *(Repealed)***

Sec. 4. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-5 Application for registration; qualifications *(Repealed)***

Sec. 5. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-6 Fees for registration *(Repealed)***

Sec. 6. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-7 Photograph submitted with application *(Repealed)***

Sec. 7. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-8 Screening applicant; approval *(Repealed)***

Sec. 8. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-9 Temporary registration not offered *(Repealed)***

Sec. 9. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-10 Biennial re-registration *(Repealed)***

Sec. 10. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-11 Notice of re-registration *(Repealed)***

Sec. 11. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-12 Fee for re-registration *(Repealed)***

Sec. 12. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

**848 IAC 3-1-13 Delinquency fee *(Repealed)***

Sec. 13. *(Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879)*

#### **848 IAC 3-1-14 Suspension of registration for delinquency (*Repealed*)**

Sec. 14. (*Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879*)

#### **848 IAC 3-1-15 Retirement and surrender of registration (*Repealed*)**

Sec. 15. (*Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879*)

#### **848 IAC 3-1-16 Hearings regarding registration or disciplinary proceedings (*Repealed*)**

Sec. 16. (*Repealed by Indiana State Board of Nursing; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879*)

### **Rule 2. General Provisions**

#### **848 IAC 3-2-1 Application for limited license; qualifications**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 1. Every applicant for limited license shall file an application on a form supplied by the board. (*Indiana State Board of Nursing; 848 IAC 3-2-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

#### **848 IAC 3-2-2 Fees for limited license**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 2. (a) Each applicant for a limited license in nurse-midwifery shall pay a fee as provided in 848 IAC 1-1-14 in the form of a personal check, certified check, cashier's check, or money order payable to the health professions bureau. This fee is not refundable but may be used up to and including three (3) years from the original submission of the application.

(b) The fee for any reapplication shall be the same as determined by the board for the original application and is payable in the form of a personal check, certified check, cashier's check, or money order payable to the health professions bureau. (*Indiana State Board of Nursing; 848 IAC 3-2-2; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

#### **848 IAC 3-2-3 Photograph submitted with application**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 3. A recent passport type photograph of the applicant taken within six (6) weeks prior to filing shall be submitted with each application. The photograph shall be in color on semigloss paper, not less than three (3) inches wide and four (4) inches high. (*Indiana State Board of Nursing; 848 IAC 3-2-3; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

**848 IAC 3-2-4 Temporary permit not issued**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 4. No temporary permit will be issued under any circumstances. (*Indiana State Board of Nursing; 848 IAC 3-2-4; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

**848 IAC 3-2-5 Biennial renewal of limited license**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 5. Every person with a limited license to practice nurse-midwifery shall renew such limited license with the board on or before October 31 [*sic., of*] odd-numbered years. (*Indiana State Board of Nursing; 848 IAC 3-2-5; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

**848 IAC 3-2-6 Notice of renewal**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 6. On or before August 31 of odd-numbered years, the health professions bureau shall notify each nurse-midwife that he or she is required to renew their limited license to practice nurse-midwifery. At the time of such notice, the health professions bureau shall mail a form to each nurse-midwife to the last known address of record. (*Indiana State Board of Nursing; 848 IAC 3-2-6; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

**848 IAC 3-2-7 Fee for renewal**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 7. At the time of submitting his or her limited license renewal form to the board, each nurse-midwife shall submit a fee as provided in 848 IAC 1-1-14 and proof of current licensure as a registered nurse. A personal check, certified check, cashier's check, or money order shall be submitted to the health professions bureau with the renewal form and shall be made payable to the health professions bureau. (*Indiana State Board of Nursing; 848 IAC 3-2-7; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2872*)

**848 IAC 3-2-8 Delinquent fee**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-1; IC 25-23-1-13.1**

Sec. 8. In the event any nurse-midwife fails to complete the renewal process on or before October 31 of odd-numbered years, he or she shall be required to pay a delinquent fee to be determined by the board in addition to the fees prescribed in section 7 of this rule for each year that the limited license is delinquent. (*Indiana State Board of Nursing; 848 IAC 3-2-8; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2873*)

### **Rule 3. Competent Practice of Nurse-Midwifery**

#### **848 IAC 3-3-1 Competent practice of nurse-midwives**

**Authority: IC 25-23-1-7**

**Affected: IC 16-21; IC 25-23-1-1; IC 25-23-1-13.1**

Sec. 1. A nurse-midwife shall perform as an independent and interdependent member of the health care team as defined in 848 IAC 2-1-3. The following are standards for each nurse-midwife:

- (1) Assess clients by using advanced knowledge and skills to:
  - (A) identify abnormal conditions;
  - (B) diagnose health problems;
  - (C) develop and implement nursing treatment plans; and
  - (D) evaluate patient outcomes.
- (2) Use advanced knowledge and skills in teaching and guiding clients and other health care team members.
- (3) Use appropriate critical thinking skills to make independent decisions, commensurate with the autonomy, authority, and responsibility of the practice of nurse-midwifery.
- (4) Function within the legal boundaries of the practice of nurse-midwifery and shall have and utilize knowledge of the statutes and rules governing the practice of nurse-midwifery, including the following:
  - (A) State and federal drug laws and regulations.
  - (B) State and federal confidentiality laws and regulations.
  - (C) State and federal medical records access laws.
- (5) Consult and collaborate with other members of the health care team as appropriate to provide reasonable client care.
- (6) Recognize the limits of individual knowledge and experience, and consult with or refer clients to other health care providers as appropriate.
- (7) Retain professional accountability for any delegated intervention, and delegate interventions only as authorized by IC 25-23-1 and this title.
- (8) Maintain current knowledge and skills in the practice of nurse-midwifery.
- (9) Manage and provide health care services in the practice of nurse-midwifery.
- (10) Provide individual and group counseling and teaching throughout the life cycle.
- (11) Participate in periodic and joint evaluation of services rendered, including, but not limited to, the following:
  - (A) Chart reviews.
  - (B) Case reviews.

(C) Client evaluations.

(D) Outcome statistics.

(12) Conduct and apply research findings appropriate to the area of practice.

(13) Participate, when appropriate, in the joint review and revision of written guidelines involving the plan of care.

*(Indiana State Board of Nursing; 848 IAC 3-3-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2873)*

#### **Rule 4. Limitations of Rules**

##### **848 IAC 3-4-1 Limitations of rules**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 1. Nothing in this article shall be construed to limit the authority of a registered nurse to perform services that a registered nurse was authorized to perform under IC 25-23-1 prior to July 1, 1993. *(Indiana State Board of Nursing; 848 IAC 3-4-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2873)*

#### **Rule 5. Fees for Nurse-Midwives**

##### **848 IAC 3-5-1 Fees for nurse-midwives**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-13.1

Sec. 1. (a) The application fee for limited licensure as a nurse-midwife shall be ten dollars (\$10).

(b) The fee for renewal of a nurse-midwife limited license shall be ten dollars (\$10).

(c) The fee for reinstatement of a delinquent nurse-midwife limited license shall be the renewal fee plus an additional late fee of ten dollars (\$10) for each year, or portion thereof, that the limited license is delinquent.

(d) The fee for a duplicate nurse-midwife wall certificate shall be ten dollars (\$10).

(e) The fee for endorsement out of Indiana for a nurse-midwife shall be ten dollars (\$10). *(Indiana State Board of Nursing; 848 IAC 3-5-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2873; filed Dec 19, 1996, 10:00 a.m.: 20 IR 1123)*

#### **ARTICLE 4. ADVANCED PRACTICE NURSING AND PRESCRIPTIVE AUTHORITY FOR ADVANCED PRACTICE NURSING**

##### **Rule 1. Definitions**

### **848 IAC 4-1-1 Applicability**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 1. The definitions in this rule apply throughout this article and 848 IAC 5. (*Indiana State Board of Nursing; 848 IAC 4-1-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2874*)

### **848 IAC 4-1-2 "Board" defined**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 2. "Board" means the Indiana state board of nursing. (*Indiana State Board of Nursing; 848 IAC 4-1-2; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2874*)

### **848 IAC 4-1-3 "Advanced practice nurse" defined**

**Authority:** IC 25-23-1-7

**Affected:** IC 16-21; IC 25-23-1-1

Sec. 3. (a) "Advanced practice nurse" means a registered nurse holding a current license in the state of Indiana who:

(1) has obtained additional knowledge and skill through a formal, organized program of study and clinical experience, or its equivalent, as determined by the board;

(2) functions in an expanded role of nursing at a specialized level through the application of advanced knowledge and skills to provide healthcare to individuals, families, or groups in a variety of settings, including, but not limited to:

(A) homes;

(B) institutions;

(C) offices;

(D) industries;

(E) schools;

(F) community agencies;

(G) private practice;

(H) hospital outpatient clinics; and

(I) health maintenance organizations; and

(3) makes independent decisions about the nursing needs of clients.

(b) The three (3) categories of advanced practice nurses as defined in IC 25-23-1-1 are as follows:

(1) Nurse practitioner as defined in section 4 of this rule.

(2) Certified nurse-midwife as defined in 848 IAC 3-1.

(3) Clinical nurse specialist as defined in section 5 of this rule.

(*Indiana State Board of Nursing; 848 IAC 4-1-3; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2874*)

#### **848 IAC 4-1-4 "Nurse practitioner" defined**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1**

Sec. 4. (a) "Nurse practitioner" means an advanced practice nurse who provides advanced levels of nursing client care in a specialty role, who meets the requirements of an advanced practice nurse as outlined in section 3 of this rule, and who has completed any of the following:

- (1) A graduate program offered by a college or university accredited by the Commission on Recognition of Postsecondary Accreditation which prepares the registered nurse to practice as a nurse practitioner and meets the requirements of section 6 of this rule.
- (2) A certificate program offered by a college or university accredited by the Commission on Recognition of Postsecondary Accreditation which prepares the registered nurse to practice as a nurse practitioner and meets the requirements of section 6 of this rule. Nurse practitioners who complete a certificate program must be certified and maintain certification as a nurse practitioner by a national organization which requires a national certifying examination.
- (3) Prior to the promulgation of this article, the following:
  - (A) A formal organized program of study and clinical experience which prepares the registered nurse to practice as a nurse practitioner.
  - (B) The required program of study at a time when there was no credentialing or certification process available in the specialty area of the program of study.

(b) "NP" means nurse practitioner and are the designated authorized initials to be used by the nurse practitioner. (*Indiana State Board of Nursing; 848 IAC 4-1-4; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2874*)

#### **848 IAC 4-1-5 "Clinical nurse specialist" defined**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1**

Sec. 5. (a) "Clinical nurse specialist" means an advanced practice nurse who does the following:

- (1) Meets the requirements of an advanced practice nurse as outlined in section 3 of this rule.
- (2) Has completed a graduate program offered by a college or university accredited by the Commission on Recognition of Postsecondary Accreditation designed to train clinical nurse specialists which grants, at a minimum, a master's degree and which meets the requirements of section 6 of this rule.
- (3) Provides advanced levels of client care and assists other health professionals in establishing and meeting health goals. Clinical nurse specialists collaborate and consult with other health care providers who may need assistance in dealing with complex client problems.

(b) "CNS" means clinical nurse specialist and are the designated authorized initials to be used by the clinical nurse specialist. (*Indiana State Board of Nursing; 848 IAC 4-1-5; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2874*)

**848 IAC 4-1-6 "Formal organized program of study and clinical experience or the equivalent as determined by the board" defined**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-1**

Sec. 6. "Formal organized program of study and clinical experience or the equivalent as determined by the board" means:

(1) a program offered by a college or university accredited by the Commission on Recognition of Postsecondary Accreditation which shall include:

(A) instruction in the biological, behavioral, medical, and nursing sciences relevant to practice as an advanced practice nurse in a specified category;

(B) instruction in the legal, ethical, and professional responsibilities of advanced practice nursing; and

(C) supervised clinical practice of those skills used by the advanced practice nurse in a specialty role; or

(2) experience obtained in collaboration with a physician, prior to the promulgation of this article, which was required by a national organization as a prerequisite for a national certifying examination used to certify a registered nurse in a specialty area.

*(Indiana State Board of Nursing; 848 IAC 4-1-6; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2875)*

**Rule 2. Competent Practice of Nurse Practitioners**

**848 IAC 4-2-1 Competent practice of nurse practitioners**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1-19.4**

Sec. 1. A nurse practitioner shall perform as an independent and interdependent member of the health team as defined in 848 IAC 2-1-3. The following are standards for each nurse practitioner:

(1) Assess clients by using advanced knowledge and skills to:

(A) identify abnormal conditions;

(B) diagnose health problems;

(C) develop and implement nursing treatment plans;

(D) evaluate patient outcomes; and

(E) collaborate with or refer to a practitioner, as defined in IC 25-23-1-19.4, in managing the plan of care.

(2) Use advanced knowledge and skills in teaching and guiding clients and other health team members.

(3) Use appropriate critical thinking skills to make independent decisions, commensurate with the autonomy, authority, and responsibility of a nurse practitioner.

(4) Function within the legal boundaries of their advanced practice area and shall have and utilize knowledge of the statutes and rules governing their advanced practice area, including the following:

(A) State and federal drug laws and regulations.

(B) State and federal confidentiality laws and regulations.

(C) State and federal medical records access laws.

(5) Consult and collaborate with other members of the health team as appropriate to provide reasonable client

care, both acute and ongoing.

(6) Recognize the limits of individual knowledge and experience, and consult with or refer clients to other health care providers as appropriate.

(7) Retain professional accountability for any delegated intervention, and delegate interventions only as authorized by IC 25-23-1 and this title.

(8) Maintain current knowledge and skills in the nurse practitioner area.

(9) Conduct an assessment of clients and families which may include health history, family history, physical examination, and evaluation of health risk factors.

(10) Assess normal and abnormal findings obtained from the history, physical examination, and laboratory results.

(11) Evaluate clients and families regarding development, coping ability, and emotional and social well-being.

(12) Plan, implement, and evaluate care.

(13) Develop individualized teaching plans with each client based on health needs.

(14) Counsel individuals, families, and groups about health and illness and promote attention to wellness.

(15) Participate in periodic or joint evaluations of service rendered, including, but not limited to, the following:

(A) Chart reviews.

(B) Client evaluations.

(C) Outcome statistics.

(16) Conduct and apply research findings appropriate to the area of practice.

(17) Participate, when appropriate, in the joint review of the plan of care.

*(Indiana State Board of Nursing; 848 IAC 4-2-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2875)*

### **Rule 3. Competent Practice of Clinical Nurse Specialists**

#### **848 IAC 4-3-1 Competent practice of clinical nurse specialists**

**Authority:** IC 25-23-1-7

**Affected:** IC 16-21; IC 25-23-1-1; IC 25-23-1-33

Sec. 1. A clinical nurse specialist shall perform as an independent and interdependent member of the health care team as defined in 848 IAC 2-1-3. The following are standards for each clinical nurse specialist:

(1) Assess clients by using advanced knowledge and skills to:

(A) identify abnormal conditions;

(B) diagnose health problems;

(C) develop and implement nursing treatment plans; and

(D) evaluate patient outcomes.

(2) Use advanced knowledge and skills in teaching and guiding clients and other health team members.

(3) Use appropriate critical thinking skills to make independent decisions, commensurate with the autonomy, authority, and responsibility of the clinical nurse specialist.

(4) Function within the legal boundaries of their advanced practice area and shall have and utilize knowledge of the statutes and rules governing their advanced practice areas, including the following:

(A) State and federal drug laws and regulations.

- (B) State and federal confidentiality laws and regulations.
- (C) State and federal medical records access laws.
- (5) Consult and collaborate with other members of the health team as appropriate to provide reasonable client care.
- (6) Recognize the limits of individual knowledge and experience, and consult with or refer clients to other health care providers as appropriate.
- (7) Retain professional accountability for any delegated intervention, and delegate interventions only as authorized by IC 25-23-1 and this title.
- (8) Maintain current knowledge and skills in their clinical nurse specialist area.
- (9) Provide direct nursing care utilizing advanced scientific knowledge, nursing theory, and nursing skills in the assessment, planning, implementation, and evaluation of health and nursing care of individual clients.
- (10) Provide indirect nursing care through planning, guiding, evaluating, and directing nursing care delivered by nursing and ancillary personnel as authorized by IC 25-23-1 and this title.
- (11) Conduct nursing research, including methods of nursing intervention and healthcare in the area of specialization, and apply research findings appropriate to the area of practice.
- (12) Teach and counsel individuals or groups by utilizing communication skills and teaching or learning theories to increase knowledge or functioning of individuals or groups, nursing personnel, students, and other members of the health care team.
- (13) Serve as a consultant and as a resource, utilizing advanced health knowledge and skills, to those who are directly and indirectly involved in patient care.
- (14) Participate in periodic evaluation of services rendered, including, but not limited to, the following:
  - (A) Chart reviews.
  - (B) Case reviews.
  - (C) Patient evaluations.
  - (D) Outcome of case statistics.

*(Indiana State Board of Nursing; 848 IAC 4-3-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2876)*

## **Rule 4. Limitations of Rules**

### **848 IAC 4-4-1 Limitations of rules**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1-1; IC 25-23-1-33

Sec. 1. Nothing in this article shall be construed to limit the authority of a registered nurse to perform services that a registered nurse was authorized to perform under IC 25-23-1 prior to July 1, 1993. *(Indiana State Board of Nursing; 848 IAC 4-4-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2876)*

## **ARTICLE 5. PRESCRIPTIVE AUTHORITY FOR ADVANCED PRACTICE NURSING**

### **Rule 1. Prescriptive Authority**

## **848 IAC 5-1-1 Initial authority to prescribe legend drugs**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1**

Sec. 1. (a) An advanced practice nurse may be authorized to prescribe legend drugs, including controlled substances, if the advanced practice nurse does the following:

(1) Submits an application on a form prescribed by the board with the required fee, including, but not limited to, the following information:

- (A) Complete name, residence and office addresses with zip codes, and residence and business telephone numbers with area codes.
- (B) All names used by the applicant, explaining the reasons for any name change or use.
- (C) Date and place of birth.
- (D) Citizenship and visa status, if applicable.
- (E) A complete statement of all nursing education received, providing:
  - (i) names and locations of all colleges, schools, or universities attended;
  - (ii) dates of attendance; and
  - (iii) degrees obtained or received.
- (F) Whether the applicant has ever had any disciplinary action taken against the applicant's nursing license by the board or by the licensing agency of any other state or jurisdiction and the details and dates thereof.
- (G) A complete list of all places of employment, including:
  - (i) the names and addresses of employers;
  - (ii) the dates of each employment; and
  - (iii) employment responsibilities held or performed which the applicant had since graduation from nursing school.
- (H) Whether the applicant is, or has been, addicted to any narcotic drug, alcohol, or other drugs and, if so, the details thereof.
- (I) Whether the applicant has been convicted of any violation of law relating to drug abuse, controlled substances, narcotic drugs, or any other drugs.
- (J) Whether the applicant has previously been licensed to practice nursing in any other state or jurisdiction and, if so:
  - (i) the names of such states or jurisdictions which previously licensed the applicant;
  - (ii) the dates of such licensure;
  - (iii) the license number; and
  - (iv) the current status of such licensure.
- (K) Whether the applicant has been denied a license to practice nursing by any state or jurisdiction and, if so, the details thereof, including:
  - (i) the name and location of the state or jurisdiction denying licensure;
  - (ii) the date of denial of such licensure; and
  - (iii) the reasons relating thereto.
- (L) A certified statement that the applicant has not been convicted of a criminal offense (excluding minor

traffic violations), or a certified statement listing all criminal offenses of which the applicant has been convicted. This listing must include:

- (i) the offense of which the applicant was convicted;
- (ii) the court in which the applicant was convicted; and
- (iii) the cause number in which the applicant was convicted.

(M) All information in the application shall be submitted under oath or affirmation, subject to the penalties for perjury.

(2) Submits proof of an active, unrestricted Indiana registered nurse license.

(3) Submits proof of having met the requirements of all applicable laws for practice as an advanced practice nurse in the state of Indiana.

(4) Submits proof of a baccalaureate or higher degree in nursing.

(5) Submits proof of having successfully completed a graduate level pharmacology course, consisting of at least two (2) semester hours of academic credit from a college or university accredited by the Commission on Recognition of Postsecondary Accreditation:

(A) within five (5) years of the date of application; or

(B) as part of a degree program, with clear and convincing proof of subsequent collaborative experience as an advanced practice nurse within the last five (5) years, if the course was completed more than five (5) years, but not more than eight (8) years, prior to the date of application.

(6) Submits proof of collaboration with a licensed practitioner, in the form of a written practice agreement that sets forth the manner in which the advanced practice nurse and licensed practitioner will cooperate, coordinate, and consult with each other in the provision of health care to patients. Practice agreements shall be in writing and shall also set forth provisions for the type of collaboration between the advanced practice nurse and the licensed practitioner, and the reasonable and timely review by the licensed practitioner of the prescribing practices of the advanced practice nurse. Specifically, the written practice agreement shall contain at least the following information:

(A) Complete names, home and business addresses, zip codes, and telephone numbers of the licensed practitioner and the advanced practice nurse.

(B) A list of all other offices or locations besides those listed in clause (A) where the licensed practitioner authorized the advanced practice nurse to prescribe.

(C) All specialty or board certifications of the licensed practitioner and the advanced practice nurse.

(D) The specific manner of collaboration between the licensed practitioner and the advanced practice nurse, including how the licensed practitioner and the advanced practice nurse will:

- (i) work together;
- (ii) share practice trends and responsibilities;
- (iii) maintain geographic proximity; and
- (iv) provide coverage during absence, incapacity, infirmity, or emergency by the licensed practitioner.

(E) A description of what limitation, if any, the licensed practitioner has placed on the advanced practice nurse's prescriptive authority.

(F) A description of the time and manner of the licensed practitioner's review of the advanced practice nurse's prescribing practices. The description shall include provisions that the advanced practice nurse must submit documentation of the advanced practice nurse's prescribing practices to the licensed practitioner

within seven (7) days. Documentation of prescribing practices shall include, but not be limited to, at least a five percent (5%) random sampling of the charts and medications prescribed for patients.

(G) A list of all other written practice agreements of the licensed practitioner and the advanced practice nurse.

(H) The duration of the written practice agreement between the licensed practitioner and the advanced practice nurse.

(7) Written practice agreements for advanced practice nurses applying for prescriptive authority shall not be valid until prescriptive authority is granted by the board.

(b) When the board determines that the applicant has met the requirements under subsection (a), the board shall send written notification of authority to prescribe to the advanced practice nurse, including the identification number and designated authorized initials to be used by the advanced practice nurse.

(c) Advanced practice nurses who have been granted prescriptive authority will immediately notify the board in writing of any changes in, or termination of, written practice agreements, including any changes in the prescriptive authority of the collaborating licensed practitioner. Written practice agreements shall terminate automatically if the advanced practice nurse or licensed practitioner no longer has an active, unrestricted license.

(d) Advanced practice nurses wishing to prescribe controlled substances must obtain an Indiana controlled substances registration and a federal Drug Enforcement Administration registration. (*Indiana State Board of Nursing; 848 IAC 5-1-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2876*)

#### **848 IAC 5-1-2 Prescribing legend drugs; use of forms**

*Sec. 2. (Repealed by Indiana State Board of Nursing; filed Dec 19, 1996, 10:00 a.m.: 20 IR 1122)*

#### **848 IAC 5-1-3 Renewal of authority to prescribe legend drugs**

**Authority: IC 25-23-1-7**

**Affected: IC 25-23-1**

Sec. 3. (a) Prescriptive authority for the advanced practice nurse expires on October 31 in each odd-numbered year. Failure to renew the prescriptive authority on or before the expiration date will automatically render the authority invalid without any action by the board.

(b) An application form and instructions for renewal of the authority to prescribe legend drugs will be mailed in odd-numbered years with the renewal for registered nurse licensure.

(c) Applicants for renewal of the prescriptive authority shall pay a renewal fee in addition to the fee for renewal of the registered nurse license.

(d) Applications for renewal of the prescriptive authority shall be mailed to the last known address of the

licensee. Failure to receive the application for renewal shall not relieve the licensee of the responsibility for renewing the registered nurse license and the authorization to prescribe by the renewal date.

(e) Applicants for renewal of prescriptive authority shall submit to the board along with the renewal form and fee proof of at least thirty (30) actual contact hours of continuing education during the two (2) years immediately preceding renewal, including at least eight (8) actual contact hours of pharmacology, approved by a nationally approved sponsor of continuing education for nurses and approved by the board and contained on a list at the health professions bureau. (*Indiana State Board of Nursing; 848 IAC 5-1-3; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2878*)

## **Rule 2. Limitations of Rules**

### **848 IAC 5-2-1 Limitations of rules**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 1. (a) Nothing in this article shall be construed to limit the authority of a registered nurse to perform services that a registered nurse was authorized to perform under IC 25-23-1 prior to July 1, 1993.

(b) No written practice agreement shall be necessary unless the advanced practice nurse seeks prescriptive authority. (*Indiana State Board of Nursing; 848 IAC 5-2-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2878*)

## **Rule 3. Fees for Prescriptive Authority**

### **848 IAC 5-3-1 Fees for prescriptive authority**

**Authority:** IC 25-23-1-7

**Affected:** IC 25-23-1

Sec. 1. (a) The application fee for an advanced practice nurse to receive prescriptive authority shall be ten dollars (\$10).

(b) The fee for renewal of advanced practice nurse prescriptive authority shall be ten dollars (\$10).

(c) The fee for a duplicate authorization certificate for advanced practice nurse prescriptive authority shall be ten dollars (\$10).

(d) The fee for written verification of advanced practice nurse prescriptive authority shall be ten dollars (\$10). (*Indiana State Board of Nursing; 848 IAC 5-3-1; filed Jul 29, 1994, 5:00 p.m.: 17 IR 2879; filed Jun 6, 1996, 9:00 am: 19 IR 3105*)